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29 October 1957

MEMORANDUM FOR: Chief, Intelligence School

SUBJECT : Weekly Activities Report #44
22 - 29 October

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1. Basic Supervision. Basic Supervision #35 for GS 12 to GS-14 supervisors began on 28 October. This presentation will continue until 15 November. This senior running of the course has usually been attended chiefly by members from DDI. This time there are [] from the DDI, and [] of the other members are in operations or operations support jobs. This has required some shifting of group sessions and guest speakers.

During this course, it is planned to continue with the recording of staff lectures begun during the last course. This recording is in response to the request that important elements of each course be identified for the Vital Documents Program.

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Mr. Gordon Stewart, Director of the Office of Personnel, has agreed to talk to a group of first-line supervisors on 19 November in 117 Central. Approximately [] members of early supervision courses are being contacted for this follow-up meeting, the second large meeting so far to be scheduled in Central Building for the purpose of bringing together some of the Agency's supervisors and some of its members of middle and top management. General Cabell spoke at a similar meeting last April.

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2. Basic Management. Basic Management #38 (GS 13-15) is in its second week of operation in Alcott Hall. This class has been showing unusual perception in the analysis of case studies. Though this ability has simplified the problems of substantive instruction, it blithely ignores the clock and leaves the instructor grasping at details, interpretations, and theory that enable him to fill out the scheduled hour. It is apparent that much more difficult cases must be devised for the higher grades taking basic management courses.

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3. Management Special (SR). Management Special (SR) ended on Friday, 25 October. Illness deprived the group of [] members for most of the second week, but the survivors carried on in good health and spirit. [] C/SR, spoke with the group on Thursday for an hour and a half. [] and his subordinates obviously enjoyed

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the opportunity to exchange views on several problems of mutual interest. Student reaction to the course was highly favorable, all those attending indicating that valuable ideas had been broached and examined in terms of the middle manager's responsibilities.



Chief, Management Training Faculty

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